



LOUISIANA ENVIRONMENTAL LEADERSHIP PROGRAM

A cooperative program to enhance environmental quality in Louisiana



2009 Environmental Leadership Awards Non-Governmental Organizations Awards Guidance

Purpose

The Louisiana Environmental Leadership Program (ELP) seeks to accomplish its central goals to recognize and promote pollution prevention, waste reduction, community outreach and other efforts that exceed regulatory requirements through the ELP Awards Program. The ELP Awards Program recognizes outstanding activities and projects undertaken by Louisiana's businesses, federal entities, municipalities, schools and universities, non-governmental organizations, and individuals that demonstrate environmental leadership and the pursuit of a cleaner, safer environment.

Awards Categories

Awards are presented for contributions from NGO's in two categories:

- Pollution Prevention (P2)
- Community Environmental Outreach (CEO)

Eligible participants are encouraged to submit multiple entries and may win multiple awards based on the merit of each entry. In the Pollution Prevention and Community Environmental Outreach categories, organizations may submit project entries or program entries. A project is an undertaking at one location and programs are broader efforts, usually a combination of several projects that are coordinated and focused on achievement of a particular goal. Project and program entries are judged separately.

In addition to the categories mentioned above, special recognition awards are chosen by the LDEQ Secretary and presented for significant contributions to environmental and conservation initiatives.

General Eligibility Requirements

Any non-governmental organization that is a member of the Louisiana Environmental Leadership Program fulfilling all membership requirements is eligible to enter. Applicants must demonstrate successes in environmental reform and protection. Eligible participants are encouraged to submit multiple entries and may win multiple awards based on the merit of each entry. All projects must have been completed during the 2008 calendar year.

Projects including the award entry form should be submitted by **April 17, 2009** to:

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Non-Governmental Organizations (NGO'S)

The LDEQ ELP Awards for Non-Governmental Organizations are designed to recognize organizations, clubs, and groups that have implemented outstanding Pollution Prevention and Community Environmental Outreach programs in their communities. This includes: workshops and training, outreach and advocacy, waste reduction, litter prevention and “going-green” initiatives in communities. Any Non-Governmental Organization including (but not limited to) Nonprofit, Grassroots and Community Organizations, is eligible to submit entries for an ELP Award. Achievement and recognition will be awarded for the categories described below:

Pollution Prevention

Pollution prevention achievement awards recognize projects that have led to measurable reductions in air pollution, water pollution, solid and hazardous waste, or have contributed to significant energy and resource conservation. Projects that achieve reduction of pollution at any level in the **waste management hierarchy** may be eligible for an award, but the entry must demonstrate the relevance of the hierarchy to the project.

The awards also recognize efforts to minimize the impact of waste and promote responsible waste handling in communities. This may include recycling programs or litter-free events.

Projects can include area-wide environmental improvements. These projects recognize efforts to improve, beautify, and preserve the visual aspects of your community. Recycling programs, litter prevention programs, waste reduction programs, graffiti abatement, gateway beautification, illegal sign removal, or cleanups are some examples of projects that may be submitted.

Community Environmental Outreach

Community Environmental Outreach Awards recognize efforts to change attitudes and behaviors in your community. This may include but is not limited to: partnership development with other businesses, towns or organizations to achieve environmental improvements including waste reduction/pollution prevention projects; development of community-industry panels; obtaining grants for environmental projects; Adopt-A-Spot/Block/Street/etc.; receptacle drives and litter report cards.

These awards can also recognize efforts to educate the public and individuals about environmental issues. This may include but is not limited to: organizing and presenting environmental presentations/workshops/seminars in the community; educational demonstrations; development of environmental education materials including fact sheets, information portals and other resources.

Organizations may enter different programs under different categories, but organizations may not enter the same program under more than one category.

An entry must be for a single environmental related project however, an overall environmental program may be submitted if designated as such on the entry form. In preparing your entry take care to address each requirement listed. Eligible participants are encouraged to submit multiple entries and may win multiple awards based on the merit of each entry.

Pollution Prevention Award Entry Form

Title of Project _____
Name of Organization _____
President/Director _____
Contact Name, Title _____
Address _____
Phone () _____ Fax () _____
E-mail Address _____

Organization type:

☐ Non-Profit Organization ☐ Grassroots Organization ☐ Civic Group ☐ Other _____

Each entry must be for a single project or specifically designated as a program.

Please check appropriate boxes: ☐ P2 Project ☐ P2 Program

Please limit your entry to no more than five (5) pages and **include all five elements described below:**

1. **Background:** Provide a brief history of your organization including your mission and demonstrated successes in environmental protection. Include how/why your organization became involved in environmental projects. Include number of years involved with environmental issues, and other accomplishments.
2. **Project Description:** Describe the project clearly and concisely. Include the motivation and objective for your project/program. Consider a simplified drawing to save words. Show projects that resulted in measurable reductions in air pollution, water pollution, solid and hazardous waste, energy and resource conservation.
3. **Environmental Improvements:** Describe the environmental improvement resulting from the project. The use of standardized measures to describe the volume of waste reduced is encouraged. This should also include a description of any reductions in environmental risk resulting from the project. How does the project exemplify environmental leadership?
4. **Project Innovations:** Highlight the innovative aspects of the project that represent a departure from "business as usual." How does the project exceed the average pollution prevention project? How is it an innovative solution for the needs in your community?
5. **Waste Management Hierarchy:** Describe how the waste management hierarchy (source reduction, recycling, and disposal) was utilized in planning and implementing the project.

Other Items:

- Please attach this form to the front of your entry.
- Please be descriptive and include pictures and data to supplement the information presented to assist judges in determining the merit of your project.

Community Environmental Outreach Award Entry Form

Title of Project _____
Name of Organization _____
President/Director _____
Contact Name, Title _____
Address _____
Phone () _____ Fax () _____
E-mail Address _____

Organization type:

☐ Non-Profit Organization ☐ Grassroots Organization ☐ Civic Group ☐ Other _____

Each entry must be for a single project or specifically designated as a program.

Please check appropriate boxes: ☐ CEO Project ☐ CEO Program

Please limit your entry to no more than five (5) pages and **include all eight elements described below:**

1. **Background:** Provide a brief history of your organization including your mission and demonstrated successes in environmental protection. Include how/why your organization became involved in environmental projects. Include number of years involved with environmental issues, and other accomplishments.
2. **Project Description:** Describe the project or program in sufficient detail. State the objectives of your project/program. Describe how the project or program contributed to the community and will result in environmental quality improvement. If workshops or trainings were given, please consider providing titles of sessions with speakers, number of participants, and number of sessions. If outreach materials were produced (newsletters, fact sheets, etc.) please provide examples.

In detailing the scope of the project, consider covering: partnerships formed with other organizations to achieve environmental improvements (e.g., working with a neighboring facility on making voluntary emissions reductions or development of community-industry panels, number of participants involved), number of hours spent, volunteered free time, and the time period involved (short and long term). Projects must demonstrate involvement of local community in the project.

3. **Target Audience:** Describe the community served including: target audience, demographics, number of people served, project duration, community participation in project and planning, and why you chose this particular community to implement your project or program.
4. **Project Innovations:** How is it innovative? How does it rise above the typical outreach activity?
5. **Project Sustainability:** Also describe the sustainability of the project and including the costs involved in implementing.
6. **Environmental Indicators:** Please describe what indicators were used to measure the effectiveness of the project? What did you use to determine benefit to the community?
7. **Transferability:** Suggest how your success with this project is transferable to other organizations.
8. **Support letters:** Provide support letters from at least three community individuals outside of your organization attesting to the success of the project.

Other Items:

- Please attach this form to the front of your entry.
- Please be descriptive and include pictures and data to supplement the information presented to assist judges in determining the merit of your project.

Additional Information

Waste Management Hierarchy

The ELP subscribes to the Waste Management Hierarchy that follows:

- Wastes should be prevented or reduced at the source whenever feasible.
- Wastes that cannot be prevented should be recycled in an environmentally safe manner whenever feasible, or be reused in a beneficial way.
- Wastes that cannot be prevented, recycled or beneficially reused should be treated in an environmentally safe manner.
- Disposal or other release into the environment should be employed only as a last resort and should be conducted in an environmentally safe manner.

Source Reduction:

“Source Reduction” means any practice which:

- Reduces the amount of any hazardous substance, pollutant, or contaminant entering any waste stream or otherwise released into the environment (including fugitive emissions) prior to recycling, reuse, treatment or disposal
- Reduces the hazards to public health and the environment associated with the release of such substances, pollutants or contaminants

The term “Source Reduction” includes equipment or technology modifications, process or procedure modifications, reformulation or redesign of products, substitution of raw materials, and improvements in housekeeping, maintenance, training or inventory control.

Recycling:

- Recycling, some energy recovery, treatment, and disposal are not included within the strict definition of pollution prevention. However, recycling that is conducted in an environmentally sound manner may share some of the advantages of pollution prevention. This is due to conservation of resources and reducing the need for treatment or disposal of wastes.
- Project entries that involve recycling, reuse, treatment or disposal should clearly indicate how the waste management hierarchy was utilized in developing the project.
- Design and practices commonly described in the chemical process industry as “end process recycling” usually qualify as pollution prevention.